

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH**

**F A C T   S H E E T**

**APPROVAL OF REQUEST FOR APPROPRIATION ADJUSTMENT FOR  
FISCAL YEAR 2002-2003 FOR TEMPORARY CLERICAL AND  
PSYCHIATRIST PERSONNEL SERVICES  
(ALL SUPERVISORIAL DISTRICTS)**

**REQUEST:**

Board approval is requested to approve the Request for Appropriation Adjustment in the amount of \$3,126,000 to transfer funds from Salaries and Employee Benefits (S & EB) to Services and Supplies (S & S). This shift will provide sufficient appropriation authority for expenditures incurred for temporary clerical and psychiatrist personnel contract agencies in Fiscal Year (FY) 2002-2003.

**INTENT/JUSTIFICATION:**

Pursuant to California Government Code Sections 31000 and 31000.4, the Board is authorized to contract for special services and/or to delegate such function to its constituent County departments to utilize personnel who are specially trained, experience, expert and competent to perform the special services. The agreements for contracted temporary personnel services have not been utilized to replace County employees impacted by program or budget curtailments.

Over the past several years, the Department of Mental Health (DMH) has utilized the services of temporary clerical and psychiatrist personnel provided by contracted agencies. This has given DMH a viable alternative to handling emergency situations and meeting unanticipated needs. The use of these qualified temporary agencies on an intermittent and as needed basis has been necessary to fill unanticipated service gaps when existing County employees were unavailable, could not be transferred from other locations, or vacant positions could not be filled timely with permanent new hires.

The shift in appropriation from S & EB to S & S is necessary in order to provide DMH with sufficient appropriation authority to cover expenditures that have been incurred for both temporary clerical and psychiatric services in FY 2002-2003. Reimbursement for contracted personnel agencies is based on contracted daily and hourly rates established by DMH. The determination of the fiscal impact could not be made until recently when expenditures were calculated for the four contracted temporary personnel agencies prior to the expiration and non-renewal of their agreements. There is no additional net County cost.

**CONTRACTING PROCESS:**

DMH currently has five temporary psychiatric personnel service agreements in place with Daniel and Yeager, J and C Nationwide, Locum Tenens.com, Psychiatrists Only, and Staff Care, Inc. These were approved by the Board on June 20, 2000 and will expire on June 30, 2003. On May 20, 2003, the Board recently approved four new temporary psychiatric personnel services agreements with CompHealth, Daniel and Yeager, J and C Nationwide, and Staff Care, which will be effective July 1, 2003, through June 30, 2004, with two automatic one-year renewals at the sole discretion of the Director of Mental Health.

DMH also had four temporary personnel services agreements with Act 1 Personnel Services, CORESTAFF Services, PDQ Personnel Services, Inc., and Venturi Staffing Partners. These were approved by the Board on April 14, 2000, and expired on April 14, 2003. These agreements were not renewed.

Upon Board approval, DMH will be able to continue to reimburse the temporary clerical and psychiatrist personnel contracted agencies for expenditures incurred in FY 2002-2003.

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